

# Open Records Request

Request for examination, inspection and/or copies of public information from **Bee County Clerk's Office**, must be in written form.

Name of person requesting information:

Telephone #

\_\_\_\_\_

\_\_\_\_\_

Address:

\_\_\_\_\_

Items Requested:

Number of copies

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Cost: \_\_\_\_\_

Plain copies: \$1.00 per page

Certified Copies: \$5.00 for Certificate and \$2.00 per page.

A response to your request will be provided under the guidelines of the Texas Open Act.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Person  
Receiving Request

Date: \_\_\_\_\_